

**CITY OF EASTPORT
CITY COUNCIL MEETING
WEDNESDAY, APRIL 13th, 2016
SHEAD HIGH SCHOOL - LIBRARY - 5:30 P.M.**

EXECUTIVE SESSION - 5:30 P.M. TO 6:00 P.M.

<u> </u> Personnel Matters	Title 1 M.R.S.A. § 405(6)(A)
<u> x </u> Real Property or Economic Development	Title 1 M.R.S.A. § 405(6)(C)
<u> </u> Labor Negotiations	Title 1 M.R.S.A. § 405(6)(D)
<u> x </u> Consultation w/Legal Counsel	Title 1 M.R.S.A. § 495(6)(E)
<u> </u> Poverty Abatement Application	Title 36 M.R.S.A. § 841

Those in Attendance: Councilor Roscoe Archer, Councilor Scott Emery, Councilor Jan Finley, Vice President, Gilbert Murphy. Also present were City Manager, Elaine Abbott Legal Counsel, Dennis Mahar; and City Clerk, Ella Kowal.

Council President calls this portion of the meeting to order at 5:30 p.m.

MOTION FINLEY **SECOND** REPOLE **(PASSED 5-0) TIME: 5:31 P.M.**

To go into Executive Session under Real Property or Economic Development Title 1 M.R.S.A. § 405(6)(C) and for Consultation with Legal Counsel under Title 1 M.R.S.A. § 405(6)(E).

MOTION ARCHER **SECOND** EMERY **(PASSED 5-0) TIME: 5:57 P.M.**

To come out of Executive Session.

REGULAR COUNCIL MEETING

Those in Attendance: Councilor Roscoe Archer, Councilor Scott Emery, Councilor Jan Finley, and Councilor Mary Repole, and Council President, Gilbert Murphy. Also present were City Manager, Elaine Abbott; Legal Counsel, Dennis Mahar; and City Clerk, Ella Kowal.

Attendees in the Audience: Elizabeth Hastings-Renner, Jack Reece, Anne Stanley, David Stanley, Ken Johnson, Richard Clark, Meg McGarvery, Leo Kowal, Roseann Kowal, Mary Kowal, Denise Cassidy, Ken Brown, Kathy Lewis, Lora Whelan, Rena Craig, Jon McNerney, Howie Johnson, Ed French, Damon Weston, Cynthia Morse, Michael Morse, Dave Claroni, Traci Calder, Jamie Mitchell, Linda Godfrey, Tom Fredette, Sara Fredette, Bob Lewis, Bob O'Hayer, Jon Calame, and Steve Glatfelter.

I. CALL TO ORDER - Council President called the meeting to order at 6:00 p.m.

II. ACTION from EXECUTIVE SESSION

MOTION ARCHER **SECOND** FINLEY **(PASSED 5-0)**

To accept and approve the proposed agreement submitted by Tom McDugald on behalf of his son's foreclosed property at 6 Spear Avenue and that payment in full for both the real estate taxes and the sewer billings to be made in three installments.

III. BOILER REPLACEMENT – HIGH SCHOOL AUDITORIUM

Council President explains that there is a need for the replacement of a boiler at the High School in auditorium and that the Superintendent, Ken Johnson, is here to speak to this as well as School Board member, Richard Clark.

Richard Clark informs Council that the State has been telling them that it needs to be replaced and with their most recent visit they have instructed thereafter school that they have no choice and that it is now required of them. Mr. Clark informs Council that the boiler was manufactured in 1962 and that it was installed in 1964 and that it is 30 years pass the life expectancy.

Council President, Gilbert Murphy, comments that he would like to see it go out to bid in the next issue of the Quoddy Tides (4/22/16) with a deadline of 5/11/16 for the return of bids.

Jon McNerney of the audience asks Mr. Clark for clarification that there were two boilers but that one was replaced. Mr. Clark said that was accurate. Mr. McNerney then asked if the boiler needing replacing was high pressure. Mr. Clark responded that it was low pressure steam.

Jon Calame of the audience comments to say that we have seen this coming for awhile and that he sees this as an opportunity to take a hard look at the energy consumption profile as a whole and that we shouldn't consider just replacing this boiler with another oil boiler and look at other options in terms of cleaner fuels and also take a look at how many gallons of oil the school consumes and possibly consider a change as to the way the gym is heated. He feels it might be in our best interest to slow down to look into other options in terms of systems and fuel alternatives especially where we are end of the cold season and does not believe it to be a crisis at this time.

Jon McNerney reminds Council that the USDA did a survey four years ago on the bio mass system and that it was a feasibility study and should they wish to revisit or look at it, he will provide them a copy. Council President responds that his concern about that is the money. If there is a program or someone that can bid it with an ultimate source of energy, the Council is willing to take a look at it but that it cannot wait all summer. Councilor Emery asks Jon Calame if he would be able to get a price from someone on this and he said yes and he also notes that there are new business arrangements whereby they invest in the system but our expense would be to pay for heat. He will look into other options and request that they forward the proposals to the Council for consideration.

Damon Weston from the audience addresses the Council with concern of the date for the deadline and does not feel it warrants enough time.

Steven Glatfelter from the audience asks if money was ever appropriated in thereafter school budget for a replacement. Council President responds that he cannot speak to that. Mr. Johnson responded that it is not currently budgeted, however, at the end of the last fiscal year; the School Committee designated \$10,000.00 in carry over to be earmarked for boiler replacement. He contacted their auditor and instructed her to take that action, which she did do. At this point at time, there is \$10,000.00 allocated for boiler replacement but nothing in the budget for next year.

MOTION REPOLE **SECOND** ARCHER **(PASSED 5-0)**

To approve putting out to bid the boiler replacement for the high school in the gym and to leave it open enough for alternative methods to be explored and that the advertisement hold a deadline of May 11th, 2016 for return bids.

IV. AARP MAINE – AGE FRIENDLY COMMUNITIES (Peter Morelli)

Councilor Repole notes that this came up as a topic of discussion at one of thereafter Downtown meetings and that Mr. Morelli is here this evening to speak to what AARP has to offer to aging communities and presents a packet handout to the Council. He continues with a presentation and explains that it helps the community to look at itself in terms of how it is prepared for Maine's changing demographics. He comments on the process and the various resources covered. He notes that should the City consider this, there is up to \$8,000 in grant funding to support the work. It could help revitalize the community whereby people may want to move back and retire if there were support for the aging community. He further comments to say that there is some overlap with the Comprehensive Plan that could prove to be very efficient.

Judy East addresses the Council and wishes to add that although she is on the agenda for later, she is aware of the price tag to updating the Comp Plan and speaks that if these two matters could be dove tailed together it would be very beneficial whereby if we were able to get up to \$8,000 in grant money, she would have \$2,000 from Maine DOT to help with transportation which will help with the process as well as updating the Comp Plan.

Mr. Morelli further states to begin the process it would require completion of a three page application, a letter from Council authorizing the City Manager to sign which commits the City to working out a plan and getting it down within two years (but he recommends completing it within 6-7 months), we will monitor our progress for five years, and that there is no financial investment required and that we would need to apply for grant money. Council President and Councilor Repole comment to say that they would support the volunteers should they wish to apply for the grant and that they believe the City is in favor of it as well. Councilor Repole notes that all the different aspects of the aging and the respective entities need to be represented.

V. PUBLIC HEARINGS(s)

Renewal of Liquor License (Quoddy Bay Lobster)
Renewal of Special Entertainment License (Quoddy Bay Lobster)
Renewal of Victualer Licenses: (Dastardly Dick's; Eastport Chowder House; Landmark 1887; Milliken House; Moose Island Bakery; Raye's Mustard Mill; Quoddy Bay Lobster; Rosie's Hot Dog; Seaview Campground; The Happy Crab; The Kilby House; The Todd House; and WACO Diner.
New Victualer License (Breakwater Ice Cream & Sandwich Shoppe)

The Council President opened the public hearings as referenced above and calls for comment from the public and the City Council. There was none. The Council President closes the public hearings at 6:37 p.m.

VI. ACTION ON PUBLIC HEARING(S)

MOTION REPOLE **SECOND** FINLEY **(PASSED 5-0)**

To approve the **renewal** of a **Liquor License** for Quoddy Bay Lobster; the **renewal** of a **Special Entertainment License** for Quoddy Bay Lobster; the **renewal** of **Victualer Licenses** for Dastardly Dick's; Eastport Chowder House; Landmark 1887; Milliken House; Moose Island Bakery; Raye's Mustard Mill; Quoddy Bay Lobster; Rosie's Hot Dog; Seaview Campground; The Happy Crab; The Kilby House; The Todd House; WACO Diner; and a **new Victualer License** for Breakwater Ice Cream & Sandwich Shoppe.

VII. OPEN PUBLIC FORUM - *There were no comments.*

VIII. ADJUSTMENTS TO AGENDA

MOTION REPOLE **SECOND** FINLEY **(PASSED 4-1)**

Councilor Emery Voted "NO"

To make an adjustment to the agenda to change (a) to "Put Out to Bid the Public Works Grader and to re-alphabetize the items thereafter under Item X from "b to m".

IX. UNFINISHED BUSINESS - *There was none.*

X. NEW BUSINESS

a) Put Out to Bid the Public Works Grader

Councilor Emery feels that it still has good life to it and that it is bought and paid for.

MOTION REPOLE **SECOND** FINLEY **(PASSED 5-0)**

Councilor Emery Voted "NO"

To approve putting out to bid the Public Works 1989 Grader.

b) Appointment of Eastport Representative to the Microloan Committee

MOTION ARCHER **SECOND** FINLEY **(PASSED 5-0)**

To approve the appointment of Scott Emery as the Eastport Representative to the Microloan Committee and also approving Jan Finley as an alternate.

c) Cub Scout Request – Planting of Tree

MOTION FINLEY **SECOND** EMERY **(PASSED 5-0)**

To accept the donation from the Cub Scouts group “Eastport Tigers” of a tree and to approve the planting of said tree at the Dog Park on Drummond Road outside the fence and that it is to take place on Tuesday at 5:00 p.m.

d) Council Approval – Re: Agreement for ADS-B Equipment (Installation & Hosting)

The City Manager updates Council that the Maritime Information Systems contacted the City about placing a monitor which would connect to the internet and basically it would track incoming and outbound planes that fly over a certain amount of air space. They would supply the equipment and pay the airport \$60.00 a month for internet and power and the City is not responsible for maintaining it but it will bring revenue into the airport. She speaks further to say that the Airport Manager, Steve Trieber, is in support of this. She further informs Council that it would just plug into the DSL modem and that it will not effect the internet but will work collaboratively with the Guard System give us a visual display.

MOTION FINLEY **SECOND** ARCHER **(PASSED 5-0)**

To approve the installation and implementation of the ADS-B Equipment at the airport and to authorize the agreement with Maritime Information Systems as submitted.

e) Council Approval – USDA Rural Development Grant – Revolving Loan Fund

The City Manager informs Council that the USDA has a number of grants out foreclosed rural development and economic development and this information has been passed on to the Revolving Loan fund program a/k/a Microloan Committee. What they would like to do is apply for this grant to try an increase the amount of money that they have to loan out to businesses. Even though the program consists of five towns, only one can apply on behalf of the Microloan Committee. The City Manager informs Council that she would not be writing this, it would be the paid Administrator (Traci Calder) which is separate from her City duties, but that the Eastport City Council would have to sign should it be received.

MOTION FINLEY **SECOND** REPOLE **(PASSED 5-0)**

To approve and support the Revolving Loan fund program a/k/a Microloan Committee to move forward with applying for a grant through USDA to assist with increasing the amount of money to be loaned through the program.

f) Council Approval for Election Warrant – State Primary – June 14th, 2016

MOTION ARCHER **SECOND** EMERY **(PASSED 5-0)**

To approve the Election Warrant for the State Primary of June 14th, 2016 as submitted.

g) Council Approval for Replacement of Windows at the Mill Building

MOTION REPOLE **SECOND** EMERY **(PASSED 5-0)**

To approve the replacement of seven windows at the Mill Building with the current contractor, Vaughn Pottle, and being of the understanding that it would be the cost of the window and the labor of approximately \$1,000.00 per window.

h) Comprehensive Plan (*Judy East from WCCOG will be in attendance*)

Judy East addresses the Council with a brief description of what we have and a question as to what we want. She notes that our Comprehensive Plan of 2004 was not deemed consistent until 2007 and because of that date, its shelf life (in terms of getting grants) starts from 2007 and goes for twelve years which is reflective of eligibility up until 2019. However, she comments the data entered is from the 2000 Census. Should we want to update it, the updates from a data perspective are population, housing, income, economics, and transportation. All of that data is Census data and it will be part and parcel of what the City would include in the analysis for the aging in place. We would also have to do a survey. We could do the same one for the Comp Plan or add some questions to it. She reviews things that are not covered in the aging in place such as land use and natural resources. Given the estimated resources along with working with AARP, it could be done within a year with a budget impact of approximately \$2,000.00 as opposed to \$12,000-\$15,000.

MOTION REPOLE **SECOND** FINLEY **(PASSED 5-0)**

To approve moving forward with updating the Comprehensive Plan.

i) Use of City Property - Summer Eastport Flea-for-All

MOTION REPOLE **SECOND** ARCHER **(PASSED 5-0)**

To approve the use of City property for the Summer Eastport Flea-for-All as requested with the understanding that the participants will receive a corrected copy of the rules.

j) Moving of City Hall from 78 High Street to 22 Washington Street

Council President comments that this will not be discussed this evening but that he does ask everyone to give some thought to this matter prior to discussion at the next Council meeting.

MOTION ARCHER **SECOND** REPOLE **(PASSED 5-0)**

To table this matter at this time and place it on next month's agenda.

k) Parking Lot Permit Extension Request – Happy Crab – July 4th & Pirate Days
MOTION ARCHER **SECOND** FINLEY **(PASSED 5-0)**

To approve the Parking Lot Permit Extension Request for Happy Crab for July 4th and Pirate Days as submitted by Jeffrey & Lesley Starling.

l) Council Liaison/Manager Updates

City Manager comments on the number of shingles lost from the roof at City Hall and plans to advertise for bids as it is included in the budget under Capital Improvement. She also notes that repair of the retaining wall downtown (in the vicinity of the Quoddy Tides and Skip Harris' shop) is included in the Capital Improvement and will also put out a bid on that too. She reminds Council that the Capital Improvement was approved voted on by Council in December of 2015.

She further comments to say that the City was notified by USDA that we were not one of the recipients for the Nationwide Cool Connective Planning program, but that the Connect Me grant for Broadband Planning was submitted on April 7th with a final determination April 22nd.

IF&W and DOT have approved high profile deer signage and they are suppose to be installed this week by DOT.

She updates that after six months of work, Dept. of Marine Resources has approved Eastport's proposed Shellfish Conservation Ordinance which will be reviewed at a public hearing on May 11, 2016.

The Deer Committee met on March 31, 2016 and came up with a list of questions to pose to the State's Wildlife Biologist.

She updates Council that street sweeping will begin on April 19, 2016.

Jon McNerney from the audience asks what is funding the Capital Improvement Plan as he recalls the plan from the previous City Manager was unfunded liabilities. The City Manager responds that it depends on what it is and gives an example of the retaining wall downtown would come out of Capital Improvements that was budgeted for this fiscal year and the same for the City Hall roof replacement. Mr. McNerney asks if that is the \$40,000.00 and she confirms that is accurate.

m) Consent Agenda

MOTION REPOLE **SECOND** FINLEY **(PASSED 5-0)**

To approve the Consent Agenda as submitted.

XI. COUNCIL ISSUES

Councilor Finley and Denise Brown request that we place on next month's agenda discussion and consideration of purchasing Dog Waste Depots.

XII. EXECUTIVE SESSION

MOTION FINLEY **SECOND** REPOLE **(PASSED) TIME: P.M.**

To go into Executive Session under Title 1 M.R.S.A. § 405(6)(C) for Real Property or Economic Development and under Title 1 M.R.S.A. § 405(6)(E) for Consultation with Legal Counsel.

MOTION ARCHER **SECOND** FINLEY **(PASSED 5-0) TIME: 8:20 P.M.**

To come out of Executive Session.

ACTION FROM EXECUTIVE SESSION

MOTION REPOLE **SECOND** FINLEY **(PASSED 5-0) TIME: 8:21 P.M.**

To follow the lease.

XIII. ADJOURN

MOTION REPOLE **SECOND** ARCHER **(PASSED) TIME: 8:22 P.M.**

To adjourn.

NOTE: Prior to calling to order the beginning of the Regular Council meeting, the Eastport City Council presented the City Clerk, Ella Kowal, with the first Maine Spirit of America Foundation Award for volunteerism in the County of Washington as well as some beautiful flowers. She graciously accepted and was quite surprised and is appreciative of the recognition.